

# Bankruptcy Certification Training

## Seminar and Examination for Paralegals & Legal Secretaries/Assistants San Antonio, Texas

**September 23-24, 2008**

**The Westin Riverwalk**

**420 West Market Street**

**San Antonio, Texas 78205**

**Sponsored by the**

**Association of Bankruptcy Judicial Assistants**



### 2008 Bankruptcy Certification Training Seminar and Examination

The Association of Bankruptcy Judicial Assistants ("ABJA") is a national organization that was chartered in 1989. Secretaries/judicial assistants holding appointments by United States Bankruptcy Judges are eligible for ABJA membership. Additionally, Certified Bankruptcy Assistants are eligible for associate membership in the ABJA.

One of the primary objectives of the ABJA has been the development of educational programs for our members and the bankruptcy legal community. Understanding that certification in a particular field can promote and maintain professional standards, our Continuing Legal Education Committee developed, for paralegals, legal secretaries/assistants and other non-lawyer persons, a **"Bankruptcy Certification Program"** (see our website [www.abja.org](http://www.abja.org) for detailed information on the program). Bankruptcy law has developed into a very sophisticated and technical area of legal expertise. With the recent changes in the bankruptcy laws, the ability and proficiency of those who practice in this field is becoming more demanding. It is imperative that as secretaries, legal assistants, and paralegals, we also develop expertise in this highly specialized area of the law. To assist you in your professional development, the ABJA is offering the opportunity for you to become "certified" as an assistant in the bankruptcy field.

The ABJA Bankruptcy Certification Program registration will begin at 8:00 a.m. on **Tuesday, September 23, 2008**, at the **Westin Riverwalk, 420 West Market St., San Antonio, Texas**. (Early registration September 22- 4:00-5:00 p.m.) The seminar fee for this two-day program is \$250.00 and includes break refreshments and lunch on Wednesday, a study guide, and all program materials. The study guide includes a review of materials to be presented and a sample examination. The Certified Bankruptcy Assistant examination fee is \$149.00. **The CBA registration deadline is August 15, 2008. There will be no refund of registration fees after August 25, 2008. Study guides will be mailed, so be sure to register early.**

**Hotel Accommodations:** A block of rooms is being held at the Westin Riverwalk (888-627-8396 or 210-444-6104). To take advantage of the special rate of \$139 per night (single/double occupancy), \$159 (triple), \$179 (quad), and \$169 (junior suite), your reservation must be made no later than **August 18, 2008**. To obtain the special group rate, please advise the reservationist that you will be attending the ABJA Educational Conference. Additional hotel information is available on their website at [www.westin.com/riverwalk](http://www.westin.com/riverwalk). Also, visit [www.VisitSanAntonio.com/meeting/index.aspx](http://www.VisitSanAntonio.com/meeting/index.aspx) for information on San Antonio.

**Reception:** The Opening Reception for the ABJA conference will be held on Wednesday, September 24 from 6-9 p.m. at an extra cost of \$40.00. Join us for a night of fun and camaraderie. Meet some of the speakers!

### Contact Information

Visit the ABJA website at [www.abja.org](http://www.abja.org); phone Martie Kantor (850-521-5031); or e-mail her at [martie\\_kantor@flnb.uscourts.gov](mailto:martie_kantor@flnb.uscourts.gov).

### CBA Program Agenda

#### Monday, September 22, 2008

4:00 - 5:00 p.m. EARLY Registration

#### Tuesday, September 23, 2008

8:00 - 8:45 a.m. Registration & Continental Breakfast  
8:45 - 9:00 a.m. Welcome - Hon. Douglas D. Dodd, USBJ  
9:00 - 10:30 a.m. Legal Ethics - Hon. Douglas D. Dodd, USBJ  
10:30 - 10:45 a.m. Break (light refreshments)  
10:45 - 12:00 noon Legal Research - Tamara Blenkhorn, Esq.  
12:00 - 1:15 p.m. Lunch (on your own)  
1:15 - 3:00 p.m. Grammar Usage & Writing - Claude Lightfoot, Jr., Esq.  
3:00 - 3:15 p.m. Break (light refreshments)  
3:15 - 5:00 pm. Grammar Usage & Writing (continued)

#### Wednesday, September 24, 2008

8:00 - 9:00 a.m. Continental Breakfast  
9:00 - 10:30 a.m. Bankruptcy Code & Rules - Hon. Brian K. Tester, USBJ  
10:30 - 10:45 a.m. Break (light refreshments)  
10:45 - 12:00 noon Bankruptcy Code & Rules (continued)  
12:00 - 1:30 p.m. Lunch (provided)  
1:30 - 3:15 p.m. Administration of CBA Examination

6:00 - 9:00 p.m. ABJA Opening Reception - optional event \$40.00

### REGISTRATION FORM

**2008 CBA COURSE/EXAMINATION - SEPTEMBER 23-24, 2008**

**PLEASE PRINT**

Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone # \_\_\_\_\_ Fax # \_\_\_\_\_

E-Mail Address \_\_\_\_\_

### Registration Fees:

Seminar Fee/Study Guide .....	@	\$ 250.00	\$ _____
Examination Fee .....	@	\$ 149.00	\$ _____
Opening ABJA Reception .....	@	\$ 40.00	\$ _____
<b>Total Amount Remitted</b>			<b>\$ _____</b>

**Registration deadline is August 18, 2008.  
Absolutely no refund of registration fee after  
August 25, 2008 (no exceptions).**

Submit this registration form, together with your check to:

Marleen Young, ABJA Treasurer  
c/o Hon. Raymond T. Lyons  
402 East State Street  
Trenton, New Jersey 08608

**Please make checks payable to "ABJA"**